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Government  
Publications

# PROGRAMS AND SUPPORT ACTIVITIES



Ontario

Ministry of Municipal Affairs and Housing



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# PROGRAMS AND SUPPORT ACTIVITIES

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# COMMUNITY HOUSING

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## **Municipal Non-Profit Housing Program**

Municipally-owned non-profit housing corporations build and manage rental housing for families and senior citizens, with assistance from the federal and provincial governments.

Ontario Housing Corporation staff offer advice to corporations on development, management and administration of municipal projects funded under federal-provincial agreements.

Up to 25 per cent of the units in family projects may be allocated to tenants paying rent based on their household incomes.

However, if municipalities agree to use OHC's point rating system to determine the applicants most in need, and agree to a common waiting list covering housing authority and municipal applicants, the ratio may be increased to 35 per cent of the units. An additional five per cent of the units may be rented on a geared-to-income basis to physically-handicapped and mentally-retarded persons.

In senior citizen projects, up to 50 per cent of the units are rent-geared-to-income. All other tenants pay market rents.

To help offset operating losses, federal rent reduction grants reduce the effective mortgage interest rate applied to project costs to two per cent. The province matches federal assistance if required.

For municipalities developing their first projects, the province gives incentive grants and interest-free loans.

**Further information:  
Ontario Housing Corporation  
Field Operations Branch  
777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
(416) 585-6430**

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## **Private Assisted Rental Program**

Builders arrange private mortgage financing and develop rental projects as a source of rent-geared-to-income housing in municipalities selected by the ministry.

The builders construct, own and manage the properties. Under agreements with Ontario Housing Corporation, up to 100 per cent of the units in a project are made available to applicants on the local housing authority waiting list.

The difference between agreed rent and geared-to-income rent paid by tenants is supplemented by the federal and provincial governments on a 50:50 ratio.

Units under construction or completed projects are not eligible for the program.

**Further information:  
Ontario Housing Corporation  
Field Operations Branch  
777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
(416) 585-6430**

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### **Federal/Provincial Senior Citizen Rural Housing Program**

Where a need has been established, a limited number of senior citizen rent-geared-to-income projects may be built in communities with populations of less than 2,500.

Capital funding is shared by the federal and provincial governments on a 75:25 ratio. In both organized and un-organized communities, the operating deficits are shared on the same 75:25 basis. Projects developed by the province are managed by local housing authorities.

**Further information:  
Ontario Housing Corporation  
Field Operations Branch  
777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
(416) 585-6430**

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### **Federal/Provincial Rural Housing Program (Ownership)**

Mortgage payments are geared to the household's income under this home purchase program administered by the federal government.

Assistance is provided for the acquisition and rehabilitation of existing family units, or the construction of new family units in rural communities with populations of less than 2,500.

Canada Mortgage and Housing Corporation, the federal agency, provides 75 per cent of the funds for this mortgage payment-geared-to-income program, and Ontario Housing Corporation, 25 per cent.

**Further information:  
Ontario Housing Corporation  
Field Operations Branch  
777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
(416) 585-6430**

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### **Convert-to-Rent Program**

Ontario is offering interest-free loans of \$7,000 per unit to help produce 2,600 moderate-cost rental housing units through conversions.

Factories, schools, warehouses and space over retail stores and offices could accommodate apartments. New rental housing could be connected to existing non-residential property or there could be a combination of conversion and construction on non-residential sites.

In keeping with the program's intent of making better use of existing facilities, space in residential complexes that is not used for shelter — such as garage and storage areas — may be converted. The interest-free loans are also available for building new rental units on to existing housing projects and adding new rental units on residential sites.

**Further information:  
Ontario Housing Corporation  
Field Operations Branch  
777 Bay St. 2nd Flr.  
Toronto M5G 2E5  
(416) 585-6430**

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### **Conserve-a-Unit Program**

About 60 per cent of Ontario's rental housing is located in older walk-up apartment and low-rise buildings, including duplexes and triplexes.

A research program, Conserve-a-Unit, is designed to examine the economics of conserving existing rental units. Financial assistance was given to landlords to assist in the upgrading of some 700 units in the cities of Toronto, Ottawa, Hamilton and Thunder Bay.

Properties built prior to 1955 were eligible for the demonstration program. Preference was given to buildings with a maximum of 24 rental units.

Fifteen-year interest-free loans of up to \$7,000 per unit were made to assist in the upgrading of major systems — mechanical or electrical, for example. Landlords were required to share in the cost of upgrading.

**Further information:  
Ministry of Municipal Affairs  
and Housing  
Housing Renovation and Energy  
Conservation Unit  
777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
(416) 585-6499 or 6501**

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### **Add-a-Unit Program**

Creating new rental housing within existing single-family houses could result in a significant increase in the number of affordable rental units.

A demonstration program aimed at producing some 100 new rental units in existing single-family housing is administered by the province in Toronto, Hamilton, Ottawa and Thunder Bay.

Information gleaned from the Add-a-Unit program will be used to show that housing conversions can be undertaken with positive impact for the neighbourhood, homeowners, tenants, lenders, renovators and the municipalities.

The ministry has underwritten a portion of the selected homeowners' capital costs of converting to provide at least one new legal rental unit — duplexing. The average 15-year interest-free loan of \$7,000 per new unit was secured by a mortgage held by the province.

**Further information:  
Ministry of Municipal Affairs  
and Housing  
Housing Renovation and Energy  
Conservation Unit  
777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
(416) 585-6499 or 6501**

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## **Ontario Housing Corporation**

Ontario Housing Corporation owns 84,500 subsidized housing units for qualified residents who pay rent based solely on income rather than the size or type of housing provided.

Family housing is for parent(s) aged 18 years or more with at least one dependent child under 18 years of age. Those attending learning institutions on a full-time basis are considered dependants even if they are over 18 years.

Senior citizen housing is for couples with at least one spouse aged 60 or more, and for individuals aged 60 or more.

Physically-handicapped persons of any age are also eligible to apply for subsidized housing, if they are able to live independently.

As well, mentally-retarded persons of any age are eligible for subsidized housing. Such persons must be capable of independent living based on the assessment of a professional agency.

Tenants pay about 25 per cent of income on rent.

For information about your area, check the blue pages of your telephone directory for your local housing authority listing.

**General program information:  
Ontario Housing Corporation  
777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
(416) 585-6430**

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## **Rent Supplement Program**

Ontario Housing Corporation acquires the use of rental units in properties not owned by the corporation, with qualified families and senior citizens paying rents based on their incomes.

OHC has agreements covering some 11,000 rent supplement units across Ontario. The federal and provincial governments subsidize the difference between the rent paid by tenants and the full rental rate negotiated between the ministry and the landlord.

Generally, no more than 25 per cent of the units in a complex or building are leased under the program.

The landlord chooses prospective tenants from the local housing authority waiting list for rent-geared-to-income housing.

**Further information:  
Ontario Housing Corporation  
Field Operations Branch  
777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
(416) 585-6430**

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## **Ontario Community Housing Assistance Program (OCHAP)**

Ontario provides subsidies for private non-profit and co-operative housing developments.

Private non-profit and co-operative programs administered by the federal government call for some units to be allocated to persons eligible for geared-to-income accommodation.

OCHAP enables the housing groups to offer up to 25 per cent of the units in family projects and 50 per cent in senior citizen projects to rent-geared-to-income tenants. In certain projects offering special support care services, up to 100 per cent of the units may be allocated on a geared-to-income basis.

The province pays 100 per cent of the difference between geared-to-income charges and the established monthly payments for the units that are being subsidized under the program.

**Further information:  
Ontario Housing Corporation  
Field Operations Branch  
777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
(416) 585-6430**

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## **Housing Renovation and Energy Conservation Unit**

Monitoring and analyzing the renovation and energy conservation needs of existing housing in the province — that's a key role of the Housing Renovation and Energy Conservation Unit.

This group examines issues and develops policies and strategies affecting renovation, infill and redevelopment, as well as the maintenance and preservation of existing housing.

The unit promotes better energy efficiency in existing housing and emphasizes the opportunities of incorporating energy conservation measures when renovations are being made.

Its activities include providing "how to" information to the general public on renovation and energy-effectiveness issues, and sponsoring an annual awards program to recognize outstanding achievements in renovation.

The unit also develops resources and training programs for municipal inspectors, property managers and renovators.

**Further information:  
Ministry of Municipal Affairs  
and Housing  
Housing Renovation and Energy  
Conservation Unit  
777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
(416) 585-6515**

## **Municipal Housing Statement Program**

The ministry offers study grants or technical assistance to help municipalities prepare or update their housing statements.

A municipal housing statement is a clear indication of a municipality's housing requirements and policy directions. A municipal housing statement consists of two major components — a housing market analysis and the basis of a housing strategy.

Housing statements also examine issues affecting maintenance of housing, such as housing renewal, quality of housing, energy efficiency and the conversion of vacant core area space to rental housing.

When endorsed by a municipal council and approved by the ministry, a housing statement can form the basis for a municipality's request for federal and provincial assistance for housing programs.

### **Further information:**

**Ontario Housing Corporation  
Field Operations Branch  
777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
(416) 585-6430**

## **Ontario Home Renewal Program**

Administered by municipalities in many areas of the province, this program assists homeowners to upgrade their homes, with the emphasis on faulty structural and sanitary conditions and on plumbing, insulation, heating and electrical systems.

Loans of up to \$7,500 are made to eligible owner-occupants who wish to bring their homes up to standard. A portion of a loan may be forgiven, depending on the recipient's income. Interest rates range from zero to eight per cent, again depending on income.

Physically-handicapped homeowners, or homeowners with physically-handicapped relatives residing permanently with them, may qualify for loans of up to \$9,500 to cover extra costs involved in alterations that make homes more appropriate for their needs.

For applicants, the maximum annual qualifying family income, after allowable deductions are made, is \$18,000.

For local information, contact your municipal clerk.

### **General program information:**

**Ontario Housing Corporation  
Field Operations Branch  
777 Bay St., 2nd Flr.  
Toronto M5G 2E5  
(416) 585-6430**

# CORPORATE RESOURCES MANAGEMENT

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## Ontario Building Code

The Ontario Building Code regulates matters relating to the design and construction of buildings, in order to minimize the risk of loss of life, bodily injury and property damage.

The code:

- sets out basic standards for the construction of residential, commercial and industrial buildings to ensure structural soundness and public safety
- establishes basic requirements to provide for accessibility to buildings by handicapped persons
- regulates substantial alterations to existing buildings. Through Part 11 — residential renovation — the code facilitates renovation and the creation of new units in older buildings
- provides regulations for the demolition of buildings to ensure that it is carried out in a safe manner
- authorizes municipalities to issue building permits and inspect buildings under construction

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Ontario Buildings Branch**  
**777 Bay St., 3rd Flr.**  
**Toronto M5G 2E5**  
**(416) 585-6666**

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## Ministry Library

The library, also the ministry reading room, contains books, newspapers, pamphlets, reports and statistical information for use by the general public, as well as ministry staff.

It maintains reports published by the provincial and municipal governments on microfiche, and has access to the Dialog, InfoGlobe, Q.L. and CAN/OLE data-bases for use by ministry personnel.

Bulletins are published periodically, informing staff of material available on request. Other information may be obtained through inter-library loans.

**Location:**  
**777 Bay St., 2nd Flr.**  
**Toronto M5G 2E5**  
**(416) 585-6527**

# COMMUNITY PLANNING

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## **Community Planning Study Grants**

The Community Planning Study Grant Program is designed to encourage municipalities to resolve land use planning issues to reflect municipal priorities and the economy. It provides financial assistance to local municipalities under 65,000 population, counties and regions which contain municipalities of under 65,000 population and planning boards in Northern Ontario.

Administered by the community planning advisory branch, the program's objectives are to support the study and resolution of local planning issues, to help implement the Planning Act, and to resolve matters of provincial interest during the municipal planning process. Funding is limited to 50 per cent of eligible costs of one study per year, with total provincial funding limited to \$35,000 per year.

**Further information:  
Ministry of Municipal Affairs  
and Housing  
Community Planning Advisory  
Branch  
777 Bay St., 13th Flr.  
Toronto M5G 2E5  
(416) 585-6241**

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## **Planning Administration Grants**

These grants are provided to planning boards in unorganized territories in Northern Ontario to cover 100 per cent of the eligible costs for administration of planning functions.

Grants assist such planning activities as consent approvals (if that authority has been delegated), commenting on subdivision applications and zoning orders.

Further information can be obtained from two offices of the community planning advisory branch responsible for the north – Northeast Regional Office (Sudbury); and the Northwest Regional Office (Thunder Bay).

**General program information:  
Ministry of Municipal Affairs  
and Housing  
Community Planning  
Advisory Branch  
777 Bay St., 13th Flr.  
Toronto M5G 2E5  
(416) 585-6241**

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## **PRIDE — Programs for Renewal, Improvement and Development**

To assist municipalities in redevelopment; renovation, conservation, infill development and to enhance their ability to attract new economic activity, the ministry has initiated **PRIDE**.

PRIDE contains three elements: Business Improvement Areas (BIA), the Ontario Neighbourhood Improvement Program (ONIP) and the Commercial Area Improvement Program (CAIP).

**The Business Improvement Area (BIA)** program is a self-help mechanism designed to assist local business and retail communities upgrade and promote their commercial and shopping districts. The BIA can be established only on the initiative of the local business community and with the approval of the local municipal council. A board of management, appointed by council, directs the BIA with funds generated by a special tax levy applied to all businesses within the area.

Since the enabling legislation was enacted in 1970, more than 160 BIAs have been established throughout Ontario.

Financial assistance is provided to municipalities under the **Ontario Neighbourhood Improvement Program (ONIP)** and the **Commercial Area Improvement Program (CAIP)**. To be eligible for either of these two programs, a municipality must have policies related to community improvement in its official plan.

ONIP assists Ontario municipalities revitalize older residential neighbourhoods by providing grants for improvement to municipal services and community facilities.

The province contributes 50 per cent of approved eligible costs within the overall agreement amount and at least 20 per cent of the total project costs must be spent on either municipal services and/or social/recreational facilities.

A maximum of 15 per cent of the total project cost may be added for administration and planning costs and all facilities constructed or repaired under the program must be acceptable to the ministry.

The Commercial Area Improvement Program (CAIP) assists municipalities upgrade older commercial districts by providing grants and loans for municipal services, parking, aesthetic and economic improvements. The province will contribute 50 per cent of the approved eligible costs within the overall agreement amount. Maximum provincial funding is \$500,000.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**PRIDE**  
**Community Renewal Branch**  
**777 Bay Street, 13th Floor**  
**Toronto M5G 2E5**  
**(416) 585-6264**

# MUNICIPAL AFFAIRS

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## **Municipal Action '85**

Assistance in providing municipalities with training and development programs designed to build staff expertise, improve the productivity and effectiveness of municipal management and reduce provincial involvement in local government.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Municipal Action '85**  
777 Bay St., 12th Flr.  
Toronto M5G 2E5  
(416) 585-6198

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## **Special Emergency Assistance Program**

Grants to municipalities for repairing or protecting essential municipal facilities which have been damaged by Great Lakes water levels.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Special Emergency Assistance  
Program**  
777 Bay St., 12th Flr.  
Toronto M5G 2E5  
(416) 585-6198

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## **Shoreline Property Assistance Program**

Low-interest loans to municipalities in order to repair or protect privately-owned shoreline property which has been damaged or eroded by the elements.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Shoreline Property Assistance  
Program**  
777 Bay St., 12th Flr.  
Toronto M5G 2E5  
(416) 585-6198

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## **Disaster Relief Assistance Program**

Matched grants to local disaster committees which raise funds to assist the victims of natural calamities.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Disaster Relief Assistance Program**  
777 Bay St., 12th Flr.  
Toronto M5G 2E5  
(416) 585-6300

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### **Involvement in Municipal Administration**

Subsidies to municipalities, school boards, municipal associations and some planning boards which hire students in computer science, law, administration and planning, who are also interested in municipal government.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Involvement in Municipal  
Administration**  
777 Bay St., 12th Fl.  
Toronto M5G 2E5  
(416) 585-6198

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### **Ontario Municipal Training Program**

Assistance in developing qualified municipal managers and in training college and university graduates in municipal government.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Ontario Municipal Training Program**  
777 Bay St., 12th Fl.  
Toronto M5G 2E5  
(416) 585-6198

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### **Municipal Energy Audit Program**

Assistance to municipalities in reducing their energy use and costs, by hiring a qualified energy auditor to monitor consumption and develop mechanisms for energy conservation.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Municipal Energy Audit Program**  
777 Bay St., 12th Fl.  
Toronto M5G 2E5  
(416) 585-6199

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### **Marina and Boating Facilities Program**

Subsidies to municipalities for the enhancement of their waterways through the construction, improvement or repair of municipally-owned marina and boating facilities.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Marina and Boating Facilities  
Program**  
777 Bay St., 12th Fl.  
Toronto M5G 2E5  
(416) 585-6200

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### **Department of Regional Economic Expansion**

Combined federal and provincial assistance to upgrade a region's economic well-being and encourage expansion, with each government contributing 50 per cent of the total cost.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Department of Regional  
Economic Expansion**  
777 Bay St., 12th Flr.  
Toronto M5G 2E5  
(416) 585-6198

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### **Municipal Services in French/ Local Government Bilingual Program**

Subsidies to municipalities for the provision of services in both French and English, including: translation of official documents; language instruction for municipal council or staff; and purchase or leasing of simultaneous translation equipment.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Municipal Services in French/  
Local Government Bilingual  
Program**  
777 Bay St., 12th Flr.  
Toronto M5G 2E5  
(416) 585-6198

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### **Canada/Ontario Employment Development Program**

A joint federal-provincial program to create job opportunities through municipal, private sector, and non-profit projects for unemployed persons who have exhausted their U.I.C. benefits or are receiving social assistance.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Canada/Ontario Employment  
Development Program**  
777 Bay St., 12th Flr.  
Toronto M5G 2E5  
(416) 585-6208

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## Unconditional Grants Program

### General Per Household Grant

This grant provides assistance towards the cost of municipal services. It is based on per household rate (currently \$30/per household), applied against the municipal households. The grant is available to all non-regional lower-tier municipalities and to all metropolitan, regional and the District Municipality of Muskoka on behalf of their area municipalities.

### Policing Per Household Grant

Assistance to municipalities that have their own local or regional police forces, or hold contracts for policing by the Ontario Provincial Police, or by a police force of another municipality. There are no conditions as to the application of these grants by municipalities and the money is not necessarily spent on policing. The grant is based on per household rate (\$47) applied against the municipal households.

### Density Per Household Grant

This grant provides assistance to municipalities in regions (including the District of Muskoka and the Restructured County of Oxford) to alleviate the higher per household cost of servicing sparsely populated area municipalities. It is based on a schedule of per household rates (the lower the household density, the higher the rate), applied against municipal households.

### General Support Grant

Via the general support grants, the province assists lower-tier municipalities, regions and counties in the financing of municipal services. The grant is based on a fixed percentage of the net municipal levy requirements.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Unconditional Grants Program**  
**777 Bay St., 12th Flr.**  
**Toronto M5G 2E5**  
**(416) 585-6178**

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### **Northern Special Support Grant**

Additional assistance over and above the general support grant provided to municipalities towards the financing of higher-cost municipal goods and services in Northern Ontario. Municipalities located north of the French River, including the Region of Sudbury, are eligible. The grant is based on a fixed percentage of the net municipal levy requirements. Traditionally, the ratio of 3:1 was maintained between the rate for the northern special support grant and that of a general support grant.

### **Resource Equalization Grant**

The Resource Equalization grant is paid to lower-tier municipalities with below-average assessment bases to allow them to improve municipal services without incurring excessive property taxes. A portion of this grant is paid directly to upper-tier municipalities. The grant is based on a variable percentage of the net municipal and upper-tier levy requirements.

**Further information:  
Ministry of Municipal Affairs  
and Housing  
Unconditional Grants Program  
777 Bay St., 12th Flr.  
Toronto M5G 2E5  
(416) 585-6178**

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## Provincial Properties Program

### **The Municipal Tax Assistance Act**

Grants in lieu of taxes to municipalities for provincially-owned untenanted properties, as well as payments for special programs such as Drainage and Local Improvement.

### **The Assessment Act**

Payment of taxes to municipalities on behalf of leased provincial properties.

### **The Provincial Parks Tax Assistance Act**

Payment of grants to municipalities on a hectarage basis for provincial parks, wilderness areas or historical sites located within their boundaries.

**Further information:  
Ministry of Municipal Affairs  
and Housing  
Provincial Properties Program  
777 Bay St., 12th Flr.  
Toronto M5G 2E5  
(416) 585-6187**

## **Farm/Forest Programs**

### **Farm Tax Reduction Program**

Municipal tax assistance to encourage owners of properties assessed as farms to maintain their farming activities. Farm owners who meet the criteria are eligible to receive rebates of up to 60 per cent of their total municipal taxes.

### **Managed Forest Tax Reduction Program**

Assistance to owners of private forests in order to reduce tax burdens and encourage proper management and preservation of forest resources. Owners must meet certain criteria in order to qualify for municipal tax rebates.

**Further Information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Farm/Forest Programs**  
**777 Bay St., 12th Flr.**  
**Toronto M5G 2E5**  
**(416) 585-6136**

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### **Ontario Youth Employment Program (OYEP)**

A summer employment program designed to benefit both young people and private sector employers in Ontario. Wage subsidies are made available to eligible employers who hire qualifying young people into newly-created, full-time jobs for a specific number of weeks during the program period.

**Further information:**  
**Ministry of Municipal Affairs  
and Housing**  
**Ontario Youth Employment  
Program**  
**777 Bay St., 12th Flr.**  
**Toronto M5G 2E5**  
**1-800-387-1290 (toll free)**





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Ontario

Ministry of  
Municipal Affairs  
and Housing

Claude Bennett, Minister

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